

## **FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION**

**April 12, 2017**

**8:00PM**

### **CALL TO ORDER & FLAG SALUTE**

Council President Lovenduski called the meeting to order and led the Salute to the Flag.

### **SUNSHINE STATEMENT**

The Opening Statement was read by the Acting Township Clerk: Notice was sent to Trenton Times for information; posted on the municipal bulletin board; placed on the web-site on January 5, 2017. Notice was advertised in the Burlington Co. Times on January 8, 2017.

### **ROLL CALL**

Present: Paul Ostrander, Jerry Sandusky, David Woolston, Ted Lovenduski

Absent: Frank Baldorossi

Also present: Mayor Craig H. Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Municipal Administrator; Kelly Grant, Esq., Township Attorney; James Biegen, Township Engineer; Russell Trice, Township Water & Sewer Engineer; Nancy Erlston, Acting Township Clerk

### **PUBLIC COMMENTS**

Council President Lovenduski opened the meeting to the public.

Chris Pair, 937 Broad Street, said he is the President of the Florence Township Baseball Association. He invited everyone to the Opening Day Ceremony scheduled for April 22. Olaff Field is going to be rededicated to Colonel Olaff.

He said the main reason he was here was because a field day was held on Saturday April 9. It was all volunteers, most of them working dads and they may have overstepped some boundaries. He wanted to liven the field up a little bit. He received permission to paint the inside of the dugouts. He wasn't present when it was done, he was at work. The concession stand was painted as well. The league wanted to use the same colors as the high school because many of the boys who play at the little league field eventually play at the high school. In his opinion it feels like a jail with everything being painted brown. He doesn't think it makes people feel excited about coming to the fields. The group just tried to spruce things up and make it better for the kids.

Mike Boyd, 307 West Fourth Street, said he painted the yellow grate at the concession stand as a safety feature. All of the paint was chipping off. No one will be able to miss the yellow color. This way no one will lean in and cut their head or reach in and cut their hand. It is plain at the field and it is called safety yellow and there is a reason for that.

### **Florence Township Council Executive Session 4/12/17**

He said he was sorry if it bothered anyone but the paint was chipping and they just wanted to spruce things up. He thinks it looks pretty good.

Carl Mattson, 710 Cooper Street, said he was at the field and was the one in charge that day. They weren't trying to make it bad for the township. Paint was flaking on the concession stand. It was his decision to paint it and he apologized if they did something they should not have done. The association will do whatever Council would like them to do to correct the issue. They weren't trying to put the town in a bad light.

Mayor Wilkie said he was aware of a little bit of what happened and he doesn't know the whole story. He suggested the Recreation Committee and Township Administration look into it and report back to the Baseball Association as to exactly what is going on. He knew there was a request to change the colors and he told them it would have to go through administration. He realizes the association is volunteers and everyone appreciates the time they give. There was a policy decision that was made a number of years ago to be uniform with the colors at the various fields. He needs a better understanding of what happened and then the association will be contacted.

Joe Violante, 18 Trainor Circle, said he has lived there for about ten years. He lives about fifty yards from the Turnpike fence. It has been unbearable. Also, the fence has been there for twelve years and it is starting to decay. It is a wooden stockade fence. Greenbriar has made a lot of repairs to it but the sound just goes right through it. Also a lot of trees on the Turnpike side of the fence died over the years. They were shielding some of the noise. They've died, the fence is decaying and most importantly the Turnpike has been expanded. It is twice as loud as it was. There are motorcycles, tractor trailers, and lots of traffic. Residents from Greenbriar have been discussing the problem and wanted to see if the township can do anything to help. They would like a sound wall built along the Turnpike area. He sees walls going up at other parts of the Turnpike. He would like the township to help them get a wall.

Mayor Wilkie said a letter that was received from Greenbriar is on the agenda. After the public portion that issue will be discussed.

Chris Musso, 418 Arnold Drive, asked for an update on the two parcels near his development. Mr. Musso wanted to know if there were going to be any tot lots. He noticed on the property near the Liquor Barn there are holes being dug. Mayor Wilkie said the township already went to settlement on the properties. The future plans are to maintain the property. The soils are being tested.

Jennifer Brennan, 700 Olive Street, asked for the status of the sign for Amazon. She thought there was going to be a sign that was going to be brighter and taller. Assistant Administrator Sahol said one sign was changed. He would have to look to see exactly where it stands. Administrator Brook said he believed Amazon was contacted to install a sign that was more visible.

### **Florence Township Council Executive Session 4/12/17**

She said the truck problems don't seem to be as bad when it rains. They must be driving slower and see that Amazon is there. She asked if the speed limit could be lowered.

Mayor Wilkie said before that could be done all the approvals for that area need to be in place. Ms. Brennan asked how long that would be. Assistant Administrator Sahol said PSE&G has applied to the county for a Road Occupancy Permit so they can move the utility poles that are in front of the Amazon facility to allow for the widening of Cedar Lane. That will then create the designated left turn lane for the employees. That work should be happening already and PSE&G does have the approvals. While the county was reviewing the Road Occupancy Permit he asked the engineer to give some ideas for some additional signage. The engineer took it upon himself and went beyond by doing a full survey of Cedar Lane and has made a recommendation for a lot more signage. The county will be installing additional signage limiting the tonnage of vehicles and stopping them at a certain point, there will be some additional No Stopping or Standing signs some additional directional signs and others. The next phase is the easements for the pole locations where the roundabout will be installed. It could all begin any day. There is some progress being made. There are many different entities involved. It is also a learning process for the township. When the township hears about problems from a resident they are immediately addressed.

Assistant Administrator Sahol said to address the question about reducing the speed limit it is a county roadway. The township could request a speed survey be done to determine if there was a need. Typically there are design standards that are used, such as road conditions, proximity of houses, number of driveways, and other things. Ms. Brennan said speed has always been an issue there. Since Amazon has come there aren't as many cars speeding.

Ms. Brennan thanked everyone for requiring a sound study be done to see if Amazon needs to build a sound wall. She said she appreciated the efforts.

It was the Motion of Woolston, seconded by Sandusky to close the public comments.

Council President Lovenduski asked Administrator Brook to discuss the agenda item Greenbriar Horizon – Noise mitigation request for New Jersey Turnpike.

Administrator Brook said he believes the residents are asking the municipality to take hold of the concerns and approach the Turnpike with the full weight and support of the Mayor and Council to request a sound study be done and a sound wall be constructed along the borderline of the property. It is a reasonable request considering the scope of the Turnpike activity there. That is one reason it is on the agenda, to give it the full weight of discussion and conversation and to hear from the residents. The information provided about the landscaping this evening and other information has an impact. The township will definitely go out there and take a look. The administration would be more than willing to approach the New Jersey Turnpike Authority with Mayor and Council's support to express the concerns of the residents who live in Greenbriar. Council was in agreement to move forward with requesting a sound wall. Administrator Brook said he would be in contact with the management representative to keep everyone informed.

## **Florence Township Council Executive Session 4/12/17**

### **BUSINESS**

#### **Township Water & Sewer Engineer**

- **Current Estimate No. 4 Sludge Dewatering Building Odor Control Upgrade in the Amount of \$129,832.56**

Engineer Trice said this was an approval for the current estimate for the Sludge Dewatering Building Odor Control System. He recommended approving the payment. The system is online and the contractor has been granted substantial completion and the two year maintenance bond has started as of March 29, 2017. Everything went well with the contract and the system is functioning well. Administrator Brook said a resolution approving the payment would be on next week's agenda.

#### **Township Engineer**

- **Drainage Project – Front Street and Chestnut Street**

Engineer Biegen said there appears to be erosion in the slope at the foot of Chestnut Street along the bank of the river. There was an old corrugated metal pipe that broke at some point. It appears that is what caused the erosion. He has been monitoring it and it hasn't grown much in the last year but it is time to address. He put together a plan that would replace the pipe and install a deep manhole to allow the drainage to flow better and stop any kind of erosion that would be occurring there. At this point it needs to go out to bid.

Engineer Biegen said there is also a pipe under Front Street. It is a county road. The pipe transmits drainage that is coming from the township itself, it doesn't collect anything off the county road. That is also corrugated metal and there is erosion in that pipe. He would like to do what is called slip lining. It would refinish the pipe so it would be in better condition and would transmit drainage and be structurally better. All were in agreement to have a resolution for the next meeting to approve bidding the project. Administrator Brook said the goal is to get the work done before the fall or quite frankly another winter.

- **Hornberger Avenue Improvements – Phase 1 and 2**

Engineer Biegen said Phase 1 is the section from Delaware Avenue to Parish Lane. That was put on hold last year because of the state. By the time the projects were able to resume it was too close to the start of the cold weather. It is now time to pave. He has been working with the contractor to coordinate a good time. They would like to schedule it for the week that schools are closed for spring break. The contractor will begin with milling the road and then the next step would be some test loading to see if there are any soft areas that need additional reconstruction. Then the paving would be done. Hopefully it will all be done next week. The weather will play a factor as will the condition of the road and the extent of repairs required. Councilman Sandusky said he noticed the milling machine is on the street going into Riverbank Drive. It is taking up four or five parking spots. There are businesses there and people use that parking. He asked that it be moved. Engineer Biegen said he would look into it.

## **Florence Township Council Executive Session 4/12/17**

Engineer Biegen said Phase 2 of the project is going out to bid. It would be from Parish Lane to Seventh Avenue. The advertising just started yesterday. Bids will be opened on May 11. Also on May 11 bids will be opened for the sidewalk project on Route 130. There has been some interest in that.

The 2017 Road Program bids will be opened on April 27. So far six companies have picked up bid packets. He is hoping for some good competition on those contracts. Mayor Wilkie asked to see the final plans included in the bid documents. He saw drafts but did not believe he saw the final plans.

- **400 Cedar Lane – Performance Bond Reduction Request**

Engineer Biegen said this would be down to the maximum of seventy percent reduction. The township would still retain a substantial amount of money in terms of the Performance Bond. The one thing that is evident is that a lot of the landscaping that was planted during the winter was either dead or in bad condition when it was planted. It isn't going to survive. They will have to replace it. That is well within the thirty percent the township would be able to hold. He would recommend the approval. Administrator Brook explained it would not be ready for the next meeting. This is a situation where the bond is a combination Site Bond and water and sewer items. Under Municipal Land Use Law the municipality has ninety days from when the request was received to take action. Once the Water & Sewer Engineer completes his report the appropriate information would be provided for a resolution. They are aware of it and they were reminded to provide a timetable for the replacement of the shrubs and trees.

### **Assistant Municipal Administrator**

- **2018-2020 CDBG Program**

Assistant Administrator Sahol said he provided a memo to the Mayor and Council regarding the continuation of Florence's participation in the Community Development Block Grant Program. There are two routes the municipalities can take. One is going through a state program, which is extremely competitive but has a slightly higher reward. Or it can opt to apply to the CDBG Program, which is guaranteed every second year and is currently about \$65,000-\$75,000. The purpose of the projects for both of these grants is to either remove architectural barriers with mobility handicaps for the entire community or there can projects that are specific census tracts for people at a very low income level. He recommends that with the guarantee of the CDBG Program and the success the township has had with it for all these years, the township continue with the CDBG Program. If all were in agreement a resolution could be prepared for the next meeting. All were in agreement.

Mayor Wilkie said some past projects include the sidewalks on Hamilton Avenue, the Friday Property that is being worked on by the Scouts, and others. Assistant Administrator Sahol said he mentioned removing architectural barriers. Hamilton Avenue was one. People in a wheelchair or with a walker are not going to travel in the middle of the road or through bumpy grass areas. The township was able to install pedestrian sidewalks on portions of Hamilton Avenue.

## **Florence Township Council Executive Session 4/12/17**

The former Friday Property on Potts Mill Road is the subject of this year's application. It will be used for community events. The goal of the project is to create two handicapped accessible restroom facilities and to create at least two van accessible parking spaces at the front for people with mobility issues and to widen the front door to the point where a wheelchair or a wider walker would fit through. The grant has been very successful for the municipality.

Assistant Administrator Sahol said the municipal floating boat dock sustained some damage from a large ship that went down the river recently. A witness of the incident said it appeared that the ship was going fast. The wake and large swale did overcome and overwhelm the dock area and caused some of the metal structure to tear. The dock had to be removed for safety reasons. It is being inspected. Once the inspections are over the repair work will begin. It is specialized material and is not something off the shelf nearby. It has to be brought from the marine manufacturing company. He wanted to give credit to the Public Works staff who were able to quickly secure the dock so it didn't sustain any more damage. The debris was not the cause, and the debris is cleared on a regular basis. Hopefully it will be reinstalled within the next few weeks.

He said the township is partnering with Comcast for Comcast Cares Day to celebrate Earth Day, April 22. Comcast wanted to promote volunteerism. The biggest project that will be focused on that day will be the community garden that is being installed at the former Marconi Lodge Property. It is carved out and nine planting beds have been created. There is a lottery taking place for the spots. There are already more than twenty entries. He hopes to accommodate everyone somehow. The wood is ordered. The Public Works and Water & Sewer Departments have been working diligently. One portion of the fence will be installed. Comcast would like to see the Boy Scouts participate. If there is enough involvement from the program they are willing to make a grant contribution to the local Boy Scouts. There is a portal to sign up to participate. There has been a great deal of interest from the community.

### **Township Administrator**

- **Water & Sewer Department – Future Projects**

Administrator Brook said once or twice a year a review is presented to the Mayor and Council that outlines what is being done now and what is planned for the future. With a utility there is nothing more important than infrastructure. If it isn't dealt with now it will have to be dealt with in the future and it could be catastrophic and much more costly. A list of projects was created. They will be coming before Council for final approvals but this is to be informational.

The utility has what are called Water & Sewer Permits. There is a certain amount of water the municipality is allowed to pump out of the ground and there is only a certain amount of wastewater that can be treated at the Sewer Plant. When the township gets close to its capacity it has to begin to plan for the future. Florence Township has six public wells. Two were redeveloped last year and the township is looking to redevelop Well No. 5 later this year and in 2018 Well No. 6. It is the biggest workhorse and the newest well. Engineer Trice analyzes not only the amount of wastewater the township is taking on now but also what he anticipates the overall capacity would be.

### **Florence Township Council Executive Session 4/12/17**

When the township hits a certain stage the time comes to expand the permit from the New Jersey Department of Environmental Protection. With respect to water, it is more critical. The township is fortunate that it is outside of the exact critical area of the aquifer but there are still restrictions. The township is analyzing use and projected use.

It is important to redevelop the wells. If it isn't done, the well capacity continues to diminish and there isn't the ability to pump as much water from the ground. Currently Phase 1 of the Water Plant improvements are planned. Engineer Trice will put it out to bid as soon as the State Permit comes online. Hopefully by the end of 2018 or early 2019 the entire Water Plant project will be completed and the township will be set for many years to come.

He said Water Tower No. 2, the one on Florence-Columbus Road, is about fifteen to seventeen years old. The exterior is beginning to fade. But more importantly the time has come to take the tower out of service, do a full-blown inspection and then do whatever work is required. Now that there are two towers it is easier for the township to be sure they are always well maintained. If one tower is taken off line, the other would need to be monitored on a regular basis. It is rather intense. The time of year that a tower is done is extremely important. It would not be done in the summer, it would most likely be the fall heading into early winter. That is a significant project. Once the report is submitted by the private contractor indicating the concerns he saw, the township will know much better an estimate and timetable for going out to bid.

The next item is the Mallard Creek Sewer Pump Station. It has been in place for quite a while. It is a sizeable pump station and rather deep. The township is taking a look at that along with other concerns as to whether or not the project should go out to bid in 2018. The township is looking at its capacity and the service along Route 130. It will be planned so that whatever is done at the pump station it will stay effective for a minimum of twenty-five years.

Next there are two very important items. One is a Well Development Study. Even though Florence Township has six wells, it still can't rest on its laurels. It takes at least three years to get DEP approval to sink a well. The township is ready to see where the best locations would be to drop what are called test wells. This was done when Well No. 6 was constructed. He noted on the map where most of the wells are located, around the area of the Municipal Building. The draw off the aquifer is rather intense. If possible the well should be dropped away from the aquifer area and more in the Route 130 area or even the other side of Route 130, depending on the quality of the water. That would entail a significant expenditure but it is a long-term investment. He believes ultimately there would be a Water Treatment Plant and a water tower with it. It is important to plan for the future. Imagine where the township would be if it only had one tower. It could never be taken out of service and just run the pumps for twenty-four hours. It would be too dangerous to the public. That is a significant study the township will be undertaking. The most important thing is to identify locations where he thinks the test wells should go and what he thinks the quality of water would be. Engineer Trice recommended the township hire a hydrogeologist to do a study of the current aquifer in the area. There are four wells but two are very old. The hydrogeologist would be able to advise if it would be a good idea to drill a replacement well during the second phase.

### **Florence Township Council Executive Session 4/12/17**

The final topic is the major Sewer Plant improvements. It has been about eighteen years since the township undertook a major expansion of the plant. It is getting to the point that the township should plan for the future. One thing that has been done over the years with the budget is to wait for the debt service to drop off significantly. When the township undertakes these improvements to the Sewer Plant, it will be able to do so in a manner that it would not have a significant and drastic impact on the water and sewer rates. It would probably be done in 2019 at the latest. The township would use a program through the state that provides very low interest rates for projects of this magnitude. It could be well over the \$10 million range. This will prevent what happened to the township twenty-eight years ago when there was a moratorium placed on all connections and it had a great deal of difficulty meeting the state permit requirements. There is nothing more troublesome for a public utility than not being able to meet its permit requirements. The township is actively looking at what it would take to upgrade the plant, what the costs would be, what equipment would be necessary, the type of equipment and also the additional capacity it would provide for the future.

Engineer Trice said regarding the Water & Sewer Capacity Study, when looking at water capacity there are two things that need to be considered from the DEP standpoint. The first is the firm capacity and the second is the actual water allocation. The firm capacity is how much water can physically be pumped and/or treated and supplied to the system. The DEP has certain requirements and regulations that need to be followed to calculate the firm capacity. The DEP will look at all six of the township's wells. The largest capacity is Well No. 6. The DEP will take that well out of service for the calculation and what is left must service the municipality on a peak day during a peak year. It is a drastic calculation but that is what is required. If it is not met the township would not be able to issue any water permits. No development could be approved that would require a water permit from the DEP.

The DEP also looks at how many pumps the township has. Florence has four high service pumps. For calculations it is assumed a pump is out of service. The firm capacity is limited to the three remaining pumps that are in the treatment plant. If it was a more involved treatment plant the DEP would also look at some of the other treatment processes that might be there. They are even starting to look at aerators now. The upgrades for Florence's plant will include two aerators to replace the one that is currently there. The DEP prefers two.

Regarding water allocation, that means how much water the township is actually allowed to pump from the ground on a monthly or yearly basis. That is a number the DEP allocates based on the township's development, usage and demand over the last five years and what the township can substantiate will be happening in the future. Engineer Trice said he has done these studies for the township in the past. He has examined five, ten and fifteen years into the future to calculate what the projected water demand would be. The time increments are required by the DEP. The numbers must be included in the permit. The five, ten and fifteen year demand is equal to what the current demand is on a monthly and yearly basis for a starting point. It then looks at what permits have already been approved for development.



Fortunately for Florence a lot of the development has been warehouses so the water and sewer demand has not been huge compared to what it would have been if it was residential development. Florence was able to have development without it draining the water or wastewater systems drastically. Next projects that are in the preliminary stages are reviewed. These include projects that have received planning board approval. The DEP would like the township to have planning board approval for any projects that require additional water allocation. This is difficult and makes planning efficiently very hard.

The sewer side is a little bit easier than the water system. Florence upgraded its plant eighteen years ago. The plant was designed for 2.5mgd at that time. Current flows are about 1.6 to 1.7mgd. There is a sufficient amount of excess capacity still left in the plant. When it reaches 2mgd, which is eighty percent of the rated plant capacity, the DEP requires a Capacity Assurance Plan. It is somewhat similar to the water study in that the township would need to look at what the future wastewater flows are going to be. The township would have to develop a conceptual plan for how it will handle the build out and wastewater flows coming into the treatment plant. It could be an expansion of the existing plant for example. It is a good planning tool for the township. For both systems, the upgrades can take a while and water allocation permits take a long time to receive DEP approval. The township would need to look at its potential development and predict as accurately as possible what the numbers would be.

Engineer Trice said Administrator Brook touched briefly on the water allocation and the ability to get approval from the DEP for more wells. In 1990 the DEP created what it called the Critical Water Supply Area No. 2. He indicated on the map where it is located. It encompasses almost all of Burlington County, Camden County, quite a bit of Gloucester and Cape May Counties, and further into South Jersey. In the 1980's the DEP found that the groundwater in the aquifer was being depleted in Area No.2. Everyone's draw was restricted to sixty five percent of their 1983 usage. He indicated an area on the map called the Threatened Margin. Within that zone the allocation was not reduced but they could not use more than was used in 1990. Fortunately for Florence most of the township is outside of these zones. It would be able to install wells and pump more water.

In 1999 there was a well build study. There were five test wells drilled throughout the township to look for the aquifer conditions that would best be suited to handle another well. At that time the best location was on Broad Street, where Well No. 6 was installed. The iron concentrations were very low so it is pumped into the existing plant. The other locations for the test wells were by the high school on Cedar Lane, near the existing water tower, in the Haines Center and on Hornberger Avenue near Route 130. Well No. 6 was built in the best location. The next best locations were near the high school and near the water tower. Near the water tower is not ideal because being so close to the tower could cause stagnant water issues. The township will need to test drill again to determine what the best location would be for a new well. All of the sites have iron and manganese above the maximum contaminant levels. There would need a water treatment plant installed to remove the iron.

**Florence Township Council Executive Session 4/12/17**

**Mayor**

- **Proclamation Supporting the 2017 UDrive. UText. UPay.  
Distracted Driver Crackdown April 1-21, 2017**

Mayor Wilkie read the proclamation into the record.

**RESOLUTIONS**

**Resolution No. 2017-87  
Resolution Amending the 2017 Capital Budget**

It was the Motion of Woolston, seconded by Sandusky to approve Resolution No. 2017-87.

Upon roll call Council voted as follows:

AYES: Ostrander, Sandusky, Woolston, Lovenduski

NOES: None

ABSENT: Baldorossi

**PUBLIC COMMENT**

Council President Lovenduski opened the meeting to the public.

Ms. Brennan asked where the water would come from if there was construction around Exit 52. Mayor Wilkie said it would come from the township water supply. The water system is interconnected, it wouldn't come from a specific well.

Mr. Violante said Engineer Trice mentioned there was a lot of iron in the water. He said several years ago there was a brownout in his development that lasted about a week. The residents were filling their bathtubs with water for flushing purposes and drinking bottled water. He noticed that after the water sat for about an hour it turned into a mint color. No one knew why it was happening and why it turned green. Administrator Brook said many years ago when Greenbriar was built there was something called the Blue Water Phenomenon, he asked if that was what he was referring to. Mr. Violante said that is what he was talking about. Administrator Brook said the Director of Water & Sewer reported extensively on that and part of the issue was related to the fact that the developer filled the lines and the water sat in the pipes for a long period of time. The township is diligent about when lines can be filled, when they have to be disinfected and the procedure used. The developer had filled the lines and they stayed filled for a long time. What occurred was the Blue Water Phenomenon, the interior of the pipe begins to interact with the water. It was ultimately corrected. Mayor Wilkie said the current wells are not high in iron. If the township pulled water from one of the other locations, before it could enter the township's water system it would have to be treated.

Mr. Violante said there is a pool in Greenbriar. There is a pool company that services the pool. All of the motors and baskets are rotted and very rusted. The pool company said it was because there was a very high iron content in the water. Mayor Wilkie disagreed. Assistant Administrator Sahol said it was from the chlorine; it is an oxidizer. Engineer Trice said the pool is being overchlorinated.

It was the Motion of Ostrander, seconded by Woolston to close the public comment. All ayes.

**ADJOURNMENT**

9:17 PM MOTION of Ostrander and seconded by Sandusky to adjourn to closed session. Roll call vote – all ayes. Motion carried.

Respectfully submitted,

Nancy L. Erlston  
Acting Township Clerk  
/aek